



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF FIRE SERVICES  
RICHARD W. MILLER  
STATE FIRE MARSHAL

MIKE ZIMMER  
ACTING DIRECTOR

**MICHIGAN FIRE FIGHTERS TRAINING COUNCIL  
REGULAR MEETING MINUTES**

Park Place Hotel  
300 E. State Street  
Traverse City, MI 49684  
October 24, 2014, 2014  
1:30 p.m.

**MEMBERS PRESENT**

Chairperson Timothy James, Michigan Association of Fire Chiefs  
Brian Blomstrom, Michigan Fire Service Instructors Association  
Aileen Pettinger, Michigan Professional Fire Fighters Union  
Steve Richardson, Michigan State Firemen's Association  
Chad Tackett, Michigan Association of Fire Chiefs  
Richard Miller, State Fire Marshal, Council Member ex-Officio

**MEMBERS ABSENT**

Vice Chairperson David Purchase, Michigan Municipal League/Michigan Townships Assn.

**BFS STAFF PRESENT**

Gary Crum, Region 2 Supervisor  
Daniel Hammerberg, Region 1 Supervisor  
BreeAnn Hooker, Recording Secretary  
Mike Deprez, Deputy State Fire Marshal

**OTHERS IN ATTENDANCE**

Ray Wilson, Michigan Fire Service Instructors Association  
Larry Jones, Charlevoix Fire Department  
Jim Tuller, Traverse City Fire Department  
Rachael Kronemeyer, Bay Mills Township Fire Department  
Nicholas Vaught, Sault Ste. Marie Fire Department  
Michelle Rowden, Frederic Township Fire Department  
Corey Wells, Charlevoix Township Fire Department  
Chuck Roberts, Troy Fire Department  
Charles Noonan, Oakland Community College  
Kevin Sehlmeier, Grand Rapids Fire Department  
Mark Cleveland, Egelston Fire Department  
Thea Dornbush, Spring Lake Township Fire Department  
Tony Kowalski, Macomb Community College  
Don Bigger, Michigan Fire Service Instructors Association

Ed Sayre, Training Coordinator, BFS/FFTD  
Rick Humphreys, Saginaw Township Fire Department  
Jesse Silva, Charlevoix City Fire Department  
Rick Kleinow, Monroe County Fire Fighters Association  
Joseph Tuckey, Tecumseh Fire Department  
Bradley Jackson, Alpha-Mastodon Volunteer Fire Department  
Kevin Christiansen, Lansing Fire Department  
John Baker, Portland Fire Department  
Rick Beeler, Michigan Fire Service Instructors Association  
Billy Hampton, Mancelona Fire District  
Jeniffer Steelman, Mancelona Fire Department  
Ann Butler, Mancelona Fire Department  
Jeni Binkley, Michigan State Firemen's Association  
Joseph Baker, Bellaire District Fire Department  
Michael O'Brian, Michigan Association of Fire Chiefs  
John Kramer, Michigan Association of Fire Chiefs  
Randy VanDenBoom, Hampton Fire Department  
Mike Berendsohn, Leelanau Township Emergency Services  
Bill Parker, Glen Lake Fire Department  
Tim Wrede, Northwest Regional Fire Training Center  
Blaine Howell, Michigan State Firemen's Association  
Mike Cousins, Michigan Fire Service Instructors Association  
Deward Beeler, Tri-Township Fire Department  
Ray Wlosinski, Schoolcraft Regional Training Center  
Vince Cammack, Alpena Combat Readiness Training Center  
Steven Lowder, Michigan Fire Service Instructors Association  
Joseph Grutza  
Dan Oberst, Lansing Fire Department  
Bryce Tracy, St. Ignace Fire Department  
John Konrad, International Fire Service Training Association  
Angie Lowder, Michigan Fire Service Instructors Association

1. **CALL TO ORDER AND DETERMINATION OF QUORUM**

Chairperson James called the meeting to order at 1:32 p.m. A quorum was determined present.

2. **REVIEW AND APPROVAL OF AGENDA**

A **MOTION** was made by Councilperson Blomstrom and seconded by Councilperson Pettinger to approve the meeting agenda as amended. **MOTION CARRIES.**

3. **REVIEW AND APPROVAL OF MINUTES**

A **MOTION** was made by Councilperson Tackett and seconded by Councilperson Pettinger to approve the regular meeting minutes on August 12, 2014 as presented. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Blomstrom and seconded by Councilperson Richardson to approve the special meeting minutes on October 2, 2014 as presented. **MOTION CARRIES.**

Don Bigger expresses appreciation to the Council and State Fire Marshal for having the meeting in conjunction with the Instructors Conference.

#### **4. INSTRUCTOR APPLICATIONS**

Staff presented the following Instructor applications for the Council's consideration:

- (22) Certified Instructor I
- (25) Probationary Associate Instructors
- (5) Probationary Instructor I
- (1) Certified Associate Instructor

A **MOTION** was made by Councilperson Richardson and seconded by Councilperson Blomstrom to approve the instructor applications as presented. **MOTION CARRIES.**

Chairperson James requested that the original applications be signed and placed in the individuals file, and future applications that are submitted be signed by staff before presenting to Council.

A **MOTION** was made by Councilperson Tackett and seconded by Councilperson Pettinger to approve William R Cleeves III Instructor II request. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Blomstrom and seconded by Councilperson Richardson to approve Brad Dornbos Instructor II request. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Pettinger and seconded by Councilperson Tackett to approve Russell Girbach Instructor II request. **MOTION CARRIES.**

A **MOTION** was made by Councilperson Blomstrom and seconded by Councilperson Richardson to approve R. Bruce Pelletier Instructor II request. **MOTION CARRIES.**

#### **5. MANAGER'S REPORT**

**Crum Retirement:** Region Supervisor Gary Crum has rescinded his retirement effective September 15, 2014. He was scheduled to retire November 6, 2014 and decided, with his wife, that he would remain working for at least another six months.

**Grutza Retirement:** Manager Joe Grutza's last day was September 12, 2014. We are going to miss his leadership and positive attitude in the FFTD.

**Manager's Position:** Joe's position was posted and ended on October 9.

**Meetings Attended:**

- Staff participated in the Curriculum Review Committee Meeting September 16, 2014
- Dan Hammerberg attended the Upper Peninsula Fire Chief's Meeting in Iron River to give a report on behalf of the FFTD and Bureau.
- Staff attended a meeting with Accela representatives on October 1, 2014 at the Lansing office.
- Dan attended the MFFTC Rules meeting October 2, 2014 in Lansing.
- Bree, Dan, & Gary attended a meeting assisting the formulation of the statement of work for the new Accela program on October 13, 2014

#### **Communications:**

- Communications was sent to the CTCs and RTCs regarding the FF I & II and HazMat Operations changes approved by Council in June.
- Communications was sent to the CTCs requesting numbers of individuals that would like to attend an NFIRS class.
- Communications was sent to the CTCs regarding each CTC's funding allotment.
- Received complaint regarding an RTC situation that is in your packet. Hopefully the investigation results will be ready for the Council for the December meeting.

**Instructor I Test:** A problem with formatting the instructor I test was found in that there was a question and potential answers A, B C that appeared on one page and answer D appeared on another page. Staff thought they had this fixed several months back however the incorrect test did get out. Staff has reformatted the test and the newly formatted test will be used.

## **6. State Fire Marshal's Report**

A round of applause was welcomed for Joe Grutza's years of service. Mike Greis was named as Joe's replacement. Paula Brzezinski is out for an extended time.

#### **Fireworks**

FY 2014 - Safety Fee Fund that was set up with Treasury, under that fund there are safety certificates and safety fees. Certificates go to the Bureau and fees go to Training. Under Certificates there are 2 types of fees, temporary structure and permanent structure. For FY 2014 there was \$411,465 collected for temporary structure fees and \$218,200 for permanent structures. The fees that were collected for safety fees, or the 6% was \$1,827,581. \$850,000 was spent for Fire Fighter training, of the \$1 million. \$75,000 was a 15% match for the Assistance to Firefighters Grant for Fire Fighter Training Division to put towards the Accela program. The only amount carried forward was about \$75,000. As of this date, the final amount of Safety Fees is \$3,994,960.

Delegation program opens November 1<sup>st</sup>. Last year, 75 Departments were delegated to perform inspections in their jurisdiction. There is a training program that needs to be completed in order to be a delegated department.

#### **ORR Rules**

We were advised to move forward with the current rules. The plan is to ratify rules, get them fixed and approved, then amend PA 291 and then redo the rules again.

### **NON-IMS listed courses**

For courses that are already Council approved, there is a process already in place. For classes that are not already pre-approved, there is now a form that needs to be filled out, submitted according to the instructions and then sent to the Training Council for approval. The form will be posted on the web.

### **Surveys**

Some of the audit findings, during the last audit, were in regards to surveys. A solution to that is to resurrect the blue evaluation sheets.

## **7. Committee REPORT – Blomstrom**

Councilperson Blomstrom gave a presentation of the accomplishments of the Curriculum Committee to this point. The committee members present were recognized. The Committees top 5 priorities and their status were reviewed. Future goals were also discussed.

## **8. OLD BUSINESS**

Postponed until the next meeting.

## **9. NEW BUSINESS**

### **2015 Meeting Dates**

A **MOTION** was made by Councilperson Richardson and seconded by Councilperson Pettinger to approve the 2015 Meeting Dates Schedule. **MOTION CARRIES.**

### **VFIS Train-the-Trainer**

Questions have been raised as to who can actually teach this course and who can teach under the old way of doing things. VFIS was contacted to ask this question, they stated that nobody has lost any teaching privileges. The only thing lost, were those that can teach the Train-the-Trainers.

### **MFFTC Annual Report**

As a reminder to Council and State Fire Marshal Miller and his staff, that it's time to start working on the annual report. Contact will be made to get some information to complete this report on the Council side. Last year was the first year, in some time, that an annual report was completed in accordance with Public Act 291. It is the intent of the Council to gather the necessary information and submit that to the Governor, keeping the format very similar to last year, with the exception of some additional information.

## **10. PUBLIC COMMENT**

Mark Cleveland, instructor for the State of Michigan, points out that the Agricultural Rescue course, a 16 hour course, has a maximum course fee of \$720. It is pointed out that is near impossible to run that course with 1 instructor. 4 instructors is actually the necessary amount to do the practical stations. He is asking the Council to reevaluate the maximum allowable

reimbursement amount for this class. Mr. Cleveland offers to do the research and assist in any way necessary. State Fire Marshal will assign a staff member to review and come back with an answer.

Bill Parker, Leelanau County Training Chair, is requesting policy clarification from finance in regards to reimbursement. Asks that the Council looks into an independent reimbursement policy, since the policy now is for state employees and it is felt that they are not state employees, they are independent contractors. He also asks that the policy be posted on the website.

#### **11. COUNCIL COMMENT**

All Councilpersons expressed thanks to the Instructors Association for hosting the Council meeting and the Curriculum Committee for the hard work and accomplishments that have taken place in the last year.

Councilperson Tackett is not very pleased with the replacement of Mr. Grutza.

Councilperson Pettinger expresses thanks to Joseph Grutza for all of his work that he accomplished for the Office of Fire Fighter Training and he is sorely missed already.

Chairperson James expresses thanks to Fire Marshal Miller and his staff for all of their hard work.

#### **12. ADJOURNMENT**

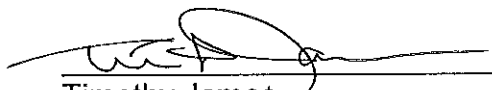
A **MOTION** was made by Councilperson Blomstrom and seconded by Councilperson Tackett to adjourn the meeting. **MOTION CARRIES.** The meeting adjourned at 2:20p.m.

#### **NEXT MEETING**


**December 9, 2014 @ 1:30 p.m.**

Location:  
3101 Technology Blvd., Suite H, Lansing, MI 48910

#### **APPROVED:**

  
\_\_\_\_\_  
Timothy James  
Chairperson

  
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Fire Fighter Training Division Representative

  
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Brian K. Blomstrom  
Councilperson